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AGENDA
Career Service Panel
Office of Research and Development

3 November 1969

0900 hours
Room 607-Conference Room

1. Review of agenda for 3 November 1969.
2. Review of minutes for 6 October 1969.
3.
 - a. Promotion actions.
 - b. ORD staff additions or changes.
 - c. Advance notice of special ORD training.

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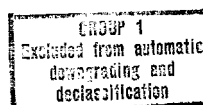
4. Discussion on Retirement Report.

5. New business.

Attachment:

DIVISION RATING ASSIGNMENTS
(November)

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CAREER SERVICE PANEL
Minutes of the Meeting
3 November 1969

Attendees:

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Chairman

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Recording Secretary

Absentees:

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1. The Chairman called the meeting to order at 0904 hours.

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2. [] brought up an item of business at this point of the meeting but, for the sake of order, the Recording Secretary will report these items under new business.

3. There were no additions to the agenda for 3 November 1969.

4. Minutes for CSP meeting on 6 October 1969 were approved.

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5. [] reported the following:

PROMOTIONS:

a. [] from GS-10, step 5 to GS-11, step 4 -
Computer Operator - An/ORD.

b. [] Clerk Typist, GS-3 to GS-4 - D/ORD.

c. [] Secretary Steno, GS-4 to GS-5 - AP/ORD.

d. [] Secretary Steno, GS-5 to GS-6 - Optics/ORD.

TRANSFERS:

a. [] GS-14, step 2 from SPG/ORD to OSP/DD/S&T
on 12 October 1969.

b. [] GS-14, step 1 from PC/ORD to Special Projects
Staff/DD/S&T - 6 October 1969.

c. [] GS-15, step 4 from PC/ORD to Special Projects
Staff/DD/S&T - 6 October 1969.

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5. (Continued)

ADDITION AND TERMINATION:

25X1A9A [REDACTED] Clerk Typist, GS-3, AO/ORD - EOD - 20 October 1969
and resigned 31 October 1969 to return home.

TRAINING:

Nominations for School of Naval Command and Staff, Naval War College. Usually scheduled for February of each year. No nominations for ORD last year.

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25X1A9A 6. [REDACTED] expressed interest in nominating [REDACTED] for one of the military war colleges, perhaps the Naval War College. Dr. [REDACTED] stated that he felt the Industrial College was more for personnel in a straight administrative roll and thought the National War College would be a better choice for ORD personnel. [REDACTED] stated that he had attended the Industrial War College and recommended it for training.

*Correspondence Course

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25X1A9A 7. The CSP then took up the matter of the Retirement Report. Dr. [REDACTED] stated that he had looked over the draft of the memorandum written by [REDACTED] who had drawn together the essential points of the problem, and had made some suggestions to [REDACTED] about the memo. He felt the memo was a little hostile as a report which tended to detract from the major points. [REDACTED] had been asked to rewrite the memo. In substance, it would then go through D/ORD for review and then to the Senior Career Board. [REDACTED] told the Panel that he had talked with Mr. Chapman about the CSP concern over the problems on retirement as stated in ORD-7422-69, dated 12 November 1969, Request for Guidance on Agency Retirement Policy [REDACTED]. The D/ORD wanted to assure the CSP that ORD was not the only component concerned with these problems, and felt that the CSP should provide any information which will impress others that this is an important problem. [REDACTED] inquired whether other offices are raising any questions about this retirement problem. [REDACTED] replied that others have not gone as far as writing memos. He further stated that the Retirement Board is always interested in getting facts and figures and is concerned about the problem. He felt that it takes some written material from one of the offices to bring it to the attention of others.

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25X1A9A 8. Under new business, [REDACTED] inquired about Reserve appointments and when they are used in ORD. [REDACTED] was told that the Reserve appointments are being given to professionals coming on board when they will not have 20 years of service in the government at the mandatory retirement age of 60. It might also be used for a professional coming on board who has a special capability which will only be used for a short period of time. Reserve appointments are no longer given to clerical personnel.

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9. [] told the CSP that if they had some urgent recruiting needs, they could pass them on to him before Wednesday, 5 November 1969. He would get this information to [] or TSD.

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10. The CSP then discussed the Agency's lack of understanding of how to use ORD. The members felt that ORD had more to offer than the other R&D divisions in the Agency; yet other divisions are being given larger budgets and personnel slots to do the job that probably could be done by ORD. It was felt that ORD was being overlooked and that it should come up with some kind of mechanism to alert those in the Agency who should be concerned. [] also made the suggestion that a special memorandum to ORD Division Chiefs should be issued when word is received that some man is leaving ORD, which we are highly desirous of keeping in the division. Members stated that they needed more support in-house; if they didn't receive this support, they would have to seek funds outside the Agency.

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11. [] informed the Panel that there would be an evaluation on [] only in December. Messrs. [] have both been promoted recently and will not be considered at this time.

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12. [] made a statement of intent to promote [] from GS-13 to GS-14. Since he expects to be out-of-town at the time of the next CSP meeting in December, he asks that consideration be given this request at the CSP meeting in January.

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13. The next meeting for the CSP was scheduled for 1 December 1969 at 0900 hours.

14. Meeting adjourned at 1003 hours.

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[]
Executive Secretary
Career Service Panel/ORD

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[]
Chairman/CSP

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